Requirements (placements or vacancies)

Refers to
Temp desk form → Vacancies tab → Add button
Temp vacancy form → Shift templates tab
Maintenance menu → users → roles tab
Maintenance menu → IQXNet settings → Class rights

Clients can view and order **Requirements**, i.e. Vacancies and Shifts, depending on rights.

To make Requirements available for ordering by a client you need to set up templates under the client.

- For **contract vacancies**, create a new temp vacancy in a Contract temp desk (i.e. NON-shift). Give it a status of Template (status code='['). Add requirements and rates as needed.
- For **shifts**, under the relevant client shift vacancies (i.e. attached to a Shift temp desk), * go to Shift Templates (temp vacancy form → Shift templates tab), and tick the shift templates to be made available as **Allowed**. (You will need the 'Filter shift templates allowed by vacancy' User Role to do this. (Maintenance menu → users → roles tab))
- It should now be possible for the client to order these Requirements. Click the 'Criteria' button on the Requirements tab (temp vacancy form → requirements tab) to add criteria. The path that is followed depends on whether the user has the 'Authorise Jobs' right. (Maintenance menu → IQXNet settings → Class rights)
- Add requirement
- Does user have authorisation rights?
- If no then either confirm or cancel
- If not cancelled then Fill requirement

Note: Clients may only self-fill their requirements with candidates they have previously used.

see also
6.12 Make a temp booking

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